

### **INFO SHEET**

# Group Homes & Boarding Home Facilities (Ordinance No. 2013-06)

The Ordinance defines a **Boarding Home Facility** as an establishment, including a residence or dwelling that furnishes in one or more buildings to persons under separate rental agreements, whether oral or written, lodging to three or more persons unrelated to the owner of the establishment by blood or marriage, subject to exceptions listed in the Ordinance.

# How does this Ordinance Affect Existing Boarding Home Facilities?

Existing facilities must meet the Ordinance's operational standards and occupancy requirements. Existing boarding home facilities located within ½ mile of each other as of the effective date of the Ordinance are exempt from the distance requirement.

#### What are the Fire and Life Safety Requirements?

Smoke alarms must be installed in compliance with the City's fire code, and fire escapes must be in good repair and accessible at all times.

## What are Other Premise-Based Health Safety Requirements?

An operational kitchen must be accessible to each resident without the need to travel through a sleeping room; pathways and stairways must remain unobstructed; and the residence and premises must be maintained in a clean and sanitary condition.

# What are the Maximum Occupancy Requirements?

The maximum number of occupants is based upon the zoning district in which the facility is located. Occupants include owners, operators, managers, and caregivers and may not exceed the lowest number of occupants derived from the following calculations, with any resulting fraction rounded down.

### **Residential Zoning Districts:**

- (1) 50% of the total gross square footage of the habitable space, as defined by the ordinance, divided by 150 square feet;
- (2) Number of sleeping rooms, as defined by the ordinance, multiplied by 2; or
- (3) Number of bathrooms multiplied by 6; or
- (4) Maximum of 8 residents.

#### **Residential Transition Districts:**

- (1) 50% of the total gross square footage of the habitable space, as defined by the ordinance, divided by 150 square feet;
- (2) Number of sleeping rooms, as defined by the ordinance, multiplied by 2;
- (3) Number of bathrooms multiplied by 6; or
- (4) Maximum of 10 residents.

#### All Other Districts:

- (1) 50% of the total gross square footage of the habitable space, as defined by the ordinance, divided by 150 square feet;
- (2) Number of sleeping rooms, as defined by the ordinance, multiplied by 2; or
- (3) Number of bathrooms in the single family residence multiplied by 6.

#### What is Required for Each Sleeping Room?

Each sleeping room must contain at least 70 square feet of floor space for each occupant; at least one wall of not less than 10 feet in length; a built in closet; and access must not be solely through another sleeping room.

#### What are the Parking Requirements?

Off street parking spaces must be provided for all vehicles required to be registered with the state, and the number of spaces is based upon the zoning district in which the boarding home facility is located, with any resulting fraction rounded up. In general, off street parking spaces must equal 75% of the number of allowed occupants.

#### **Permit Application Requirements:**

Each permit applicant must be the owner or operator of the facility, or officer or agent of entity that owns or operates a facility. If the facility is a rental property, the applicant must submit a letter from the property owner (landlord) that authorizes the use of the rental property as a boarding home facility.

### Non-transferable:

Permits are not transferable to another owner, operator, or location.

#### **Inspections and Fees:**

- The annual permit is \$1,000.
- The reinspection fee is \$75.